

ARTICLE IX Site Plans

Article 9: Site Plans

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Section 9.1. INTENT.

Site plans are required for review and approval for construction of any principal use or conditional use in any district or elsewhere by this ordinance, and shall comply with and illustrate the following. Accessory uses, buildings and structures, interior or exterior remodeling projects that do not change the building footprint are exempt from site plan requirements. Although site plans according to these provisions are not required for such accessory uses or other remodeling or interior projects, it does not imply that such uses are exempt from the zoning permit process and any site drawings or plans required of the zoning permit application.

Section 9.2. SCALE.

Site plans shall be drawn at a scale that legibly shows and accurately depicts the proposed improvements, but not less than 1" = 40'. Three (3) copies of the site plan shall be submitted with the zoning permit application.

Section 9.3. LEGAL INFORMATION.

The site plan shall include the following legal information:

1. Each site plan must include the owner's name, date of application and legal description of said property to be improved.
2. Applicant's name, requested land use and zoning.
3. If the applicant is other than the legal owner, the applicant's interest shall be indicated and the legal owners' authority to appeal shall be submitted in a certified legal form.

Section 9.4. SITE PLAN.

The site plan shall include and clearly illustrate, but not be limited to, the following:

1. Property boundary lines, dimensions and total area.
2. The availability and location of existing utilities.
3. The square feet of all proposed buildings.
4. Existing buildings, rights-of-way, street improvements, utilities, easements, or drainage ways.
5. Parking areas, number of parking spaces proposed and type of surfacing to be used.
6. Soil map
7. Topographical map of existing conditions
8. Vegetative map with existing vegetation before and after construction
9. Erosion and sediment control plan
10. Storm water management system to be used during and after construction
11. Type of structure proposed

12. Number and size of dwelling units
13. Floor area of office or industrial building or child capacity of a day nursery
14. Buffers, landscaping, permanent retaining walls and other information deemed necessary to illustrate compliance with the requirements of this ordinance
15. Walkways, lighting, fences, signs, monuments and other man-made features
16. Traffic considerations, architectural themes, and any other considerations pertinent to the proposed use may be requested by city staff
17. An approved LID plan shall be submitted for any new construction, addition or construction in excess of 500 square feet shall be submitted with the site plan.

A preliminary site plan may be submitted for preliminary or tentative land use approval, providing, however, that a final site plan shall be submitted, reviewed and approved as being in compliance with the provisions of this ordinance. Such separate plans shall be in substantial agreement with one another as to both design and quantities.

A survey of property may be ordered by the Zoning Administrator if the current lot lines are in question or in doubt of location. In the event of an ordered survey, all four or more lot pins that are required for a lot must be located by a certified land surveyor and clearly marked. No construction permit will be issued until all required action has been taken.

Sample Site Plan

